

Town of Brookline
Massachusetts



FY 2015
One Year Action Plan

DRAFT

Department of Planning and
Community Development
March 27, 2014

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The FY2015 One Year Action Plan is year five of the FY2011-2015 Five Year Consolidated Plan for the Town of Brookline. The Plan identifies the needs during this fiscal year, goals, and proposed activities to be undertaken.

The One Year Action Plan reflects citizen collaborations during the planning process and what Community Development Block Grant (CDBG) funds will be allocated for the fiscal year period starting July 1, 2014 and ending June 30, 2015. Although the Town receives CDBG independently, the City of Newton is the lead agency for the West Metro Home Consortium. Brookline is one of twelve consortium communities receiving this housing allocation. The City of Newton is also the lead entity for the Brookline-Newton-Waltham-Watertown Continuum of Care (C of C), and is responsible for submitting the C of C's application for McKinney-Vento funds for homeless assistance programs each year within the four communities.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The Five Year goals can be found at SP-45. annual goals and objectives can be found at AP-20. Objectives and Outcomes are as follows:

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Over the past year, the Town has continued to modify and adjust to new regulatory changes which serve to enhance the Town's ability to administrate, report, and achieve timely performance of the grant. Enhancements to the Integrated Disbursement and Information System (IDIS) serve to better assist grantees with program delivery, reductions in non-compliance, cross program reporting, and

streamlining, so even with reduced staffing, it is more doable to meet CDBG and other formula grant regulations. The challenges the Town faced over the several years with cuts to the grant will more than likely continue over the upcoming years. Over the prior fiscal years (FY2011-FY2013), severe cuts of 15.77% and 15.96% to the Town's allocations resulted in \$542,417 fewer dollars to meet the needs of the low and moderate income population served. FY2014 was an aberration with an increase of funds, but the Town's entitlement allocation for FY2015 was diminished by 4% from the present year entitlement amount.

Agencies receiving block grant funds have forged and continued to seek out new partnerships which will allow them to better leverage resources for the activities they serve. Nevertheless, the Town and the agencies that serve the needs of the Town's low and moderate income populace are committed to the goal of the grant to provide decent housing, create a suitable living environment, and expanding economic opportunities for low- and moderate income residents.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Department of Planning and Community Development worked closely with the CDBG Advisory Committee and the Board of Selectmen in the development of the FY 2015 One-Year Plan, the final year of the Five Year Consolidated Plan and Strategy. Collaboration included consultation with the Brookline Housing Authority, Brookline Community Mental Health Center, Brookline Health Department, Brookline Veterans Agent, Brookline Police, Brookline-Newton-Watertown-Waltham Continuum of Care, Waltham Police, West Metro HOME Consortium, Housing Advisory Board, the State/DHCD on the Unaccompanied Youth Count, and other special needs and social service providers.

In addition to working with the aforementioned Town departments and agencies, the CDBG Advisory Committee held public hearings and published notices about these hearing that were placed in the Brookline Tab, at the Town Clerk's office, and on various town websites. Notices were also sent to Town officials and departments, neighborhood groups, various non-profits, participatory members of the Continuum of Care, and interested parties. These hearings were held on March 4th, 5th, 12th, and March 19th at Brookline Town Hall. Notification of the 30 day comment period on the One Year Action Plan was posted in the March 27th edition of the Brookline Tab. The Board of Selectmen will meet on May 13, 2014 and discuss approval of the budget and submission of the One Year Plan and submittal to HUD.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

To date, the only comments as the One Year Plan took place during the initial public hearings held by the CDBG Advisory Committee. They specifically referenced funding being applied to or gratitude for the funding received through the grant. Comments during the Board of Selectmen meetings have yet to take place.

6. Summary of comments or views not accepted and the reasons for not accepting them

The Town during the course of the development of the One Year Action Plan have not received any comments. As is protocol, should such comments be received by the Town they would be addressed in writing and submitted to the party making the comment.

7. Summary

Public hearings are noted in a manner to garner input of the low and moderate income citizens and citizen groups located in lower income neighborhoods of the Town in which the entitlement funds are to be directed. The public hearings are announced through the publication of the public hearing notices, which contain date, time, location and the subject matter of the public hearings are published in the legal sections of newspapers. Notices of public hearings held in the Town are posted on the Town calendar as well. The RFP to solicit grant participation is also put on-line at the Town's website to promote easier access for the public/community, in addition to department Twitter account.

The Town of Brookline has provided citizens, public agencies and other interested parties with reasonable and timely access to local meetings relating to the development of this One Year Action Plan. These meetings have been held at locations accessible to person with disabilities. Each public meeting notice references that " *the Town does not discriminate on the basis of disability in submission to, access to, or operations of its programs, services or activities*". Individuals who need auxiliary aids for effective communication in programs or services" are directed to make their needs to a specific individual within the town. Provisions are made available at all meeting places for people with disabilities, and for those persons who do not speak English. Translators are provided through requests made in advance of the hearings. No requests were made during any of the public participation process hearings by persons requiring translators or individuals with disabilities.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	BROOKLINE	
CDBG Administrator		
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The Department of Planning and Community Development for the Town of Brookline, MA is the lead agency responsible for preparing the Consolidated Plan and charged with direct oversight of the administrative and financial management of the entitlement grant. This includes recipients who will receive funds in FY 2015 and those with continuing activities as they relate to the planning and execution of block grant funds.

Under the conditions of the grant, each subrecipient is required per executed agreement with the Town to establish and maintain at least three major categories of records relative to the program receiving funding: administrative records; financial records; program delivery records; personnel files; property or program management files; and general program files. Without adequate record-keeping, the Town cannot track performance against contracts and provide adequate management support in the sub-recipients oversight of grant funds received.

Consolidated Plan Public Contact Information

Gail M. Lewis, CD Administrator, 617-730-2133.

Annual Action Plan
2014

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The One Year Action Plan reflects citizen collaborations during the planning process and what Community Development Block Grant (CDBG) funds will be allocated for the fiscal year period starting July 1, 2014 and ending June 30, 2015. Although the Town receives CDBG independently, the City of Newton is the lead agency for the West Metro Home Consortium. Brookline is one of twelve consortium communities receiving this housing allocation. The City of Newton is also the lead entity for the Brookline-Newton-Waltham-Watertown Continuum of Care (C of C), and is responsible for submitting the C of C's application for McKinney-Vento funds for homeless assistance programs each year within the four communities.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

Planning and Community Development staff will continue to work with other Town departments, public and private affordable housing developers, and local private agencies to both access housing needs and to serve those who need housing services. This staff will continue to work with the Brookline Housing Authority (BHA), and the Town's Housing Advisory Board to assure the preservation of this critical resource through the provision of federal funds when available for capital improvements, and to access project-based subsidies for projects under development.

In fiscal year 2015, the Town will continue to collaborate with the BHA on its proposed 32 unit Dummer Street project which is nearing an anticipated construction start of May, 2014. . The Town will also work with the Town's other nonprofit developers, such as the Pine Street Inn in the redevelopment of Beals Street, and the Town's CHDO (Brookline Improvement Coalition) when applicable, to access new opportunities and , if funding is available, improve existing affordable housing.

Housing Division staff will continue to collaborate, on both the policy and project level, with the Town's Health Department, which enforces Health and State Sanitary Codes, including oversight in the area of lead paint and asbestos, and lodging house permitting. Work with the Director of Human Relations/Fair Housing Officer to educate parties about fair housing rights and responsibilities. Town meeting voted at the end of May, 2013 to allow cooking facilities in affordable lodging houses that are presently licensed. This change will positively impact the development of the aforementioned Beals Street project, located at 51-53 and 55-57 Beals street, which will create 31 enhanced affordable housing units utilizing this by-law change.

Collaborations will also continue with outside agencies, in particular the Brookline Community Mental Health Center (BCMHC), which was the Town's lead agency from FY 2009 to FY2012 in the completed

Homelessness Prevention and Rapid Re-housing Program. Success with this endeavor led through an application process to the BCMHC designation to administer \$126,259.00 in Emergency Solution Grant (ESG) funds (FY2013 and FY 2014) for homelessness prevention and rapid re-housing in the Brookline-Newton-Waltham-Watertown Continuum of Care. This grant funding runs through August, 2014. Other town departments such as the Town's Veteran's Agent and the School Department, will still be engaged in promoting new affordable housing opportunities for targeted income eligible populations.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Newton, in coordination and collaboration with their Human Service Advisory Committee and the Brookline-Newton-Waltham-Watertown (BNWW) Continuum of Care (C of C), developed standards for providing ESG assistance, a description of the C of C's centralized or coordinated assessment system, policies and procedures for making sub-awards, homeless participation within the C of C, performance standards for evaluating ESG activities and ESG consultation with the C of C. Elaboration on this may be found in the City of Newton's One Year application.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Newton is the Collaborative Applicant (lead agency) for the BNWW C of C and is also the only ESG entitlement community within the C of C. One staff person from Newton performs duties as the Collaborative Applicant with the C of C and administers the ESG contracts. The City of Newton, in coordination and collaboration with their Human Service Advisory Committee and the Brookline-Newton-Waltham-Watertown Continuum of Care, developed standards for providing Emergency Solutions Grant (ESG) assistance, a description of the C of C's centralized assessment system, policies and procedures for making sub-award, and an approach for meeting the homeless participation requirement within the C of C, performance standards for evaluating ESG activities, and ESG consultation with the C of C. This has created an ease in how communications and transparency between the C of C and ESG funded programs takes place, improved the cooperative process of determining ESG allocations and allowed for facilitated oversight of ESG funds and for ESG funds to be targeted at areas identified by the C of C's needs and gaps analysis. When ESG funds are available, the determination of allocation is done by seeking input from the C of C regarding areas of need and best practices. Currently ESG funds provide emergency shelter and homelessness prevention and rapid re-housing services to the entire C of C, thus enhancing the C of C's strategic, community-wide system to prevent and end homelessness.

The following are the various aspects of the ESG System as devised: **Centralized Assessment System:** The C of C's centralized assessment system is through the Middlesex Human Service agency (MHSA) and

their Bristol Lodge shelters (BLS), and the C of C's single point of entry into the individual shelter system. MHSA has a complete intake, assessment, and referral process, but does not coordinate the status of their clients once the clients exit shelter. **Addressing the Homeless Participation Requirement:** A homeless individual is a member of the BNWW C of C. Their participation has been beneficial in identifying the needs of this population and is written into the governance of the C of C.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

1	Agency/Group/Organization	BROOKLINE HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Housing Authority was consulted to address the needs of the PHA residents and their involvement in management, production of affordable housing, and other housing opportunities. The resultant outcome is that this is required as part of the Town's Five Year and the PHA's Comprehensive Plan. Serves to address gaps in either system and funding stream.
2	Agency/Group/Organization	CDBG Advisory Committee
	Agency/Group/Organization Type	Advisory group to Town Board of Selectmen
	What section of the Plan was addressed by Consultation?	Advisory group charged with making recommendations on grant
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This body for over 37 years has been charged with making recommendations on the proposed CDBG entitlement grant to the Board of Selectmen. The public hearings they hold discuss and review RFP's submitted for CDBG funding. Outcome of this process is that potential applicants of the grant have presented their needs, this has been looked at relative to Five Year goals, leveraging, and the Committee can determine applicability of these projects for recommending funding on the grant. Outcome is citizen participation focused on the development of the entitlement grant.
3	Agency/Group/Organization	Brookline-newton-Waltham-Watertown Continuum of Care
	Agency/Group/Organization Type	Funding Source Vehicle
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Group of municipalities, service agencies, state agencies, and others meet monthly to discuss how the C of C will run; how to meet needs of homeless populations; those at risk of homelessness; and develop policies and strategies for meeting the needs of homeless and future resources. The members of the C of C more effectively meet needs of homeless and chronically homeless with housing and other services.
4	Agency/Group/Organization	Brookline Housing Advisory Board
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This board was consulted to discuss likely HOME allocation in relation to other available funding and current and expected projects as it relates to preserving and creating affordable housing in the Town of Brookline. Through this collaboration, HOME funds will better leverage their source to maximize affordable housing outcomes.
5	Agency/Group/Organization	City of Newton Planning and Development Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless
		Homeless Needs - Families with children
		Homelessness Needs - Veterans
		Homelessness Needs - Unaccompanied youth
		Homelessness Strategy Home Funding

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Cooperative relations exist between the City of Newton and Brookline because Newton is the lead agency for HOME funding, McKinney-Vento, and ESG funding. The Town of Brookline assists to develop the Point-In-Time(PIT) and Housing-Inventory-Counts(HIC); and the Town is liaison within the Homelessness consortium for which staff of this department oversee the PIT. Results of consultation are more effective collaboration and use of funding streams for the affected groups.
6	Agency/Group/Organization	BROOKLINE COMMUNITY MENTAL HEALTH CENTER
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Mental Health
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This is a mental health agency which has served the Town of Brookline for over 50 years, were consulted for the use of ESG and McKinney-Vento funds, and for the services they could provide. The outcome is that it helps to engage other agencies to participate in the C of C and show improved opportunities for mental health services to affected groups. The outcome is that it helps to engage other agencies to participate in C of c and show improved opportunities for mental health services to affected groups.
7	Agency/Group/Organization	Brookline Council on Aging
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Elderly
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Elders within the Town are a fast growing demographic. The Council was consulted to discuss expected projects to be funded, and the effects on income as it relates to the elderly. The outcome is a solid line of communications with this body that helps to meet the social service and housing needs of the elderly.

8	Agency/Group/Organization	Brookline Veterans Services
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Veterans Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Veteran's Agent was consulted to discuss their role in the Town relative to veterans, particularly homeless veterans with services provided, gaps in services, and collaboration with other entities to provide other services that may be needed. The outcome of the discussions has been improved relationship with this town department and better communication to assist in multiple grant processes.
9	Agency/Group/Organization	STEPS TO SUCCESS
	Agency/Group/Organization Type	Services-Employment ESOL
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Funding strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Discussed the programs overseen by this body and how services may best be utilized for funding sources the Town receives directly or accesses. This communication has provided better dialog and information to the entity on better use of funds and more interaction with other agencies that could be helpful to the program they serve/oversee. This communication has provided a better dialog and information to the entity on better use of funds and more interaction with other agencies that could be helpful to the program they serve/oversee.
10	Agency/Group/Organization	Brookline Health Department
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Lead Paint and Asbestos
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This department was engaged to discuss health and safety codes related to the Town's housing stock. Resultant outcome is better understanding of new EPA rules, impact on the Town and use , and enforcement of lead paint abatement within the Town.

11	Agency/Group/Organization	Brookline Human Relations/Youth Resources Commission
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted relative to fair housing compliance. On-going dialog with this commission helped with developing the AI and also helps to better recognize and address impediments to fair housing and fair housing choice.
12	Agency/Group/Organization	MASSACHUSETTS DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
	Agency/Group/Organization Type	Housing Other government - State
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth Homelessness Strategy Participation in statewide count of Unaccompanied Youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Massachusetts and the nation recognize the growing awareness of homelessness among unaccompanied youth. The BNWW C of C and other C of C in the state of MA participated in the first in the nation unaccompanied youth survey to better understand the scope and needs of this population. This will help to have clearer understanding of this vulnerable population, how to in the future better allocate resources more effectively and efficiently, and ultimately end this homelessness among this youth.

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

There were no agency types not consulted since the Town besides receiving CDBG independently is part of the HOME Consortium of 12 contiguous communities and also the Brookline-Newton-Waltham-WaterTown Homelessness Consortium. Interaction amongst all the entities involved in the formula grant provide the Town with more than sufficient contact with agency types.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	City of Newton	<p>The Homeless goals in the Town's Five year plan are: a. Increase the stock of permanent supportive housing to reduce homelessness among individuals and families.; b. Provide emergency and transitional shelter for homeless individuals and families.; and c. Provide outreach and supportive services to homeless individuals and families. The One Year Goals established by the Brookline-Newton-Waltham-Watertown Continuum of Care have established the following one year goals which intersect with the Town' goals: 1) Reaching out to homeless persons (especially unsheltered and assessing their individual needs.; 2) Addressing the emergency and transitional housing needs of homeless persons.; 3) helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.; 4) helping low-income individuals and families avoid becoming homeless.</p>
Regional Housing Plan	Metropolitan Area Planning Council	<p>MAPC recently completed a Regional Housing Plan (RHP) for Metro Boston, which the Town is part of the study area, and a companion Fair Housing and Equity Assessment (FHEA). The RHP consists of a regional housing needs assessment, regional growth report, and regional housing action plan.</p>
Sustainable Communities Regional Planning Grant	Citizens' Housing and Planning Association	<p>MAPC is working with CHAPA who received this HUD grant on the creation of the RHP and FHEA which was completed in early FY 2014. The Town expects to use data and findings from the FHEA as part of the update to the Town's Analysis of Impediments to Fair Housing Choice.</p>

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Brookline Comprehensive Plan	Planning and Community Development Office	The Plan recommended the creation of "gateways" to the Town, both visual and practical. The envisioned aesthetic changes are improved landscape and hardscape as well as improved bicycle and pedestrian connections. Both of these projects address visual and practical solutions to improving an area that is automobile-centric. This is applicable to 5 year public facilities and infrastructure improvements.
Gateway East Public Realm Plan	Planning and Community Development Office	This plan took the recommendations of the Brookline Comprehensive Plan one step further and put forth a number of conceptual projects for the Brookline Village/Rte. 9 corridor. Projects completed are: reconstruction of Juniper Playground and hardscape/landscape improvements to the Brookline Village MBTA station. The current Gateway East/Village Square plan is at MassDOT for review. Improvements planned under parks and recreational improvements; and street and sidewalk improvements.
Emerald Necklace Master Plan	MA Department of Conservation and Recreation	The Emerald Necklace used to be an uninterrupted ribbon of parkland that connected the Back Bay with Brookline, Jamaica Plain and Roxbury. The contiguous linear park designed by Olmsted is now broken in six major places. Consistent with the goals set forth in the Emerald Necklace Master Plan, both the Gateway East/Village Square and Rte. 9 Pedestrian Crossing projects will help to re-establish a multi-use greenway path system from end to end of the Necklace.
Mass Statewide Bicycle Transportation Plan	U.S. Dept. of Transportation and MA Exec. Office of Transportation	Prioritizes transportation improvements that meet the needs of Massachusetts residents and visitors. Falls within parks and recreation facilities improvements.
Strategic Transportation Plan	Mass DOT	Plan aimed at improving transportation throughout the State through prioritization. Help to meet the needs of Mass residents overall, those in Brookline specifically, and to visitors to also help promote economic vitality.
Green Routes Bicycle Network Plan/Master Plan	Brookline Bike Advisory Committee	The plan notes that the Emerald Necklace path (Muddy River to Leverett and Jamaica Ponds) is interrupted by the dangerous crossing of Route 9. For the Muddy River Route, the plan advocates for reconnecting all sections of the Emerald Necklace from the Carlton Street footbridge to Jamaica Pond, including safe crossings at Brookline Avenue, River Road, Route 9/Boylston Street, and Parkway Road.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Brookline Open Space Plan	Department of Parks and Open Space	The most recent plan notes that bicyclists have identified the crossings at Rte. 9 and the Riverway as difficult and problematic due to vehicle volume and lack of an adequate crossing. The plan advocates for a bike/pedestrian crossing to connect the Muddy River Park System.
Analysis of Impediments to air Housing Choice Wes	WestMetro HOME Consortium and Metropolitan Area Planning Council	MAPC will produce a regional AI for the WestMetro HOME consortium, which includes the municipalities of Brookline, Newton, Waltham, Watertown, Lexington, Sudbury, Framingham, Belmont, Bedford, Concord, Natick, Needham, and Wayland. It will incorporate input on fair housing issues and actions to remove impediments to fair housing choice from stakeholders in local and regional organizations and government agencies.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Throughout the Town's monitoring and quarterly reporting to HUD, there is constant scrutiny on projects; their delivery; how the Town best assists them; should more consultation occur and how; and is there a need for refinement to any aspect of the entitlement delivery. Should a need arise then modifications in grant administration would take place.

AP-12 Participation – 91.105, 91.200(c)

- 1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

Over a span of three months, public hearings were held by the citizen advisory group(CDBG Advisory Committee) charged with making recommendations on the grant, and the Board of Selectmen to provide citizens with an opportunity to review the process to establish a One Year Action Plan and comments. (See Summary of Citizen Participation Process under AP-10).

The citizen participation process has not impacted goal setting. Goals as set to date through the Five Year Plan have not been refined. If this were to occur, it would have to be appropriate or needed based upon new analysis or demographic changes. To date no goals have been impacted as they were established in the 2011-2015 Consolidated Plan developed and approved by HUD.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Town Intranet	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>All income groups 0 to 80% of AMI.</p>				

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing all income groups from 0 to 80% of AMI				
3	Public Meeting	Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing				

Table 4 – Citizen Participation Outreach

Annual Action Plan
2014

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

Resources expected to be received by the Town come from other federal, State, Local, and private resources. Leveraging of other resources will always be dependent on timing, source availability, and competition for access to those funds.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,331,951	15,500	0	1,347,451	12,214,997	Given scarcity of funding, a majority of the recipients of the grant have obtained funds which help to leverage CDBG funds and thus allow them to maximize projected goals and outcomes for the programs they provide services for.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	private	Housing	6,420,853	0	0	6,420,853	6,420,853	In order to totally finance housing projects, a multiple of sources is required. One such project, Beals Street represents all of leveraged resources. This represents state and private funding commitments to help create 31 units of permanently affordable "enhanced" SRO units.
Other	private	Public Services	744,144	0	0	744,144	744,144	As part of the RFP for funding the CDBG grant, the Town encourages potential recipients to leverage funds. When scoring applications, leveraging/matching funds represents 15% of scoring. These expected resources are for projects contributing resources significant to make project services viable to Brookline residents throughout the funding year.
Other	public - federal	Admin and Planning	259,876	0	0	259,876	259,876	The portions of salaries for personnel that work on CDBG for specific projects is paid by the grant. The balance of those salaries is paid by the Town. The balance of salaries is split depending role of staff with Town and HOME funds for specific housing projects related to that funding.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Public Improvements	5,050,000	0	0	5,050,000	5,050,000	These funds represent commitment of the State's Transportation Improvement program and balance of funds for construction in private contributions and from other federal sources.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Partnerships forged and grantee dollars applications to other grant funding have allowed grantees up to now to better leverage resources for their activities. Additional housing resources relative to housing projects or programs that support affordable may come from inclusionary zoning projects that contain affordable units; Federal Home Loan Bank; Low Income Tax Credits; and seeking State resources depending on scale of housing development. Subrecipients, particularly those providing health services often apply to the State Department of Mental Health(DMH), Department of Health and Human Services(HHS), local grants and foundations, for funds which help to supplement funding received in addition to the block grant. The other public service recipients also seek assistance from private foundations specific to their program needs, the State, or private donations.

Any matching funds required, particularly for a housing project, would take place under the HOME program to which the Town is one of 12 members of the West Metro Home consortium.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Any publically owned land which addressed a need has been accomplished within the present scope of the Town's Five Year Consolidated Plan,

and there are no future plans on the horizon to access such land or property.

Discussion

The best way for the Town to maximize the benefits it receives from the formula grants is to use this funding to leverage other resources. As part of the application process, grant-funded subrecipients are strongly encouraged to leverage other resources to ensure program sustainability. Leveraging is scored on the applications at 15% of the 100% total. Investment of CDBG and HOME funds has helped subrecipients to match federal funds with other funding sources.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Create or preserve rental housing	2013	2014	Affordable Housing		Housing Needs	CDBG: \$91,817	Other: 220 Other
2	Affordable Housing for very low, low, and moderate	2013	2014	Affordable Housing		Housing Needs	CDBG: \$245,000	Rental units constructed: 31 Household Housing Unit
3	BHA Capital Improvements	2013	2014	Public Housing		Housing Needs	CDBG: \$91,817	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 220 Households Assisted
4	Social Service Facilities	2013	2014	Non-Housing Community Development		Community Development Need- Non-Housing		
5	Public Services	2013	2014			Community Development Need- Non-Housing	CDBG: \$199,791	Public service activities other than Low/Moderate Income Housing Benefit: 790 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Public Facilities	2011	2012	Non-Housing Community Development			CDBG: \$300,000 Other federal; State; Local; and Private: \$5,050,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted

Table 6 – Goals Summary<TYPE=[text] REPORT_GUID=[984786E64DDAC839A8E119B13CB7DB46]>

Goal Descriptions

1	Goal Name	Create or preserve rental housing
	Goal Description	<p>To create rental housing in FY15, the Town of Brookline will work with the Brookline Housing Authority on the proposed 32 unit development located at 86 Dummer Street. The project is currently bidding subcontracts, finalizing the construction budget, and preparing for a construction in May of this year(2014). The units will be available to residents who have incomes from 30, 50, and 60 percent of area median income(AMI). The town has already allocated \$542,331 from its Housing Trust for predevelopment costs, and committed another \$1.1 million in HOME funds. The federal HOME Loan Bank's Affordable Housing Program has awarded the project \$300,000, MHP Homefundrs has committed \$400,000, the commonwealth of Massachusetts has awarded \$954,903, and the project secured eight project based Section 8 vouchers. The BHA also received funding from the Commonwealth in the form of Low Income Housing tax Credits, and a loan from the Massachusetts Affordable Trust fund.</p> <p>Rental housing will also be created at two lodging houses located at 52-53 and 55-57 Beals Street. The Town of Brookline has been instrumental in making this project possible. The town approved a new residential category designation of "enhanced residential occupancy" (E-SRO), which this project will include and the town assisted with the facilitating the management contract with the right of first refusal between the former owner of the lodging houses and the Pine Street Inn(PSI), a non-profit that creates housing for homeless, to renovate the houses. The lodging houses were sold to PSI with the support from the town's CDBG fund(for acquisition), as well as Housing Trust Funds totaling over \$1.2 million dollars. The project also gained financial support from the State to redevelop the property.</p> <p>To preserve rental housing, the Brookline Housing Authority (BHA) will maintain its stock of 923 units. Maintenance of these units includes the constant regulatory compliance for the upkeep of the buildings, grounds, and units. This year, the BHA will be specifically making improvements to 220 units to serve estimated 550 seniors, families, disabled people and children. The projects to be funded will be for surveillance equipment installation at two family developments.</p> <p>These projects will contribute to the affordable housing stock in Brookline. The town will continue to aggressively seek out opportunities from developers as well as think about other policy changes that can assist with the affordable housing during the year. The Town will also continue to work with residents in improving their capacity to find employment and improve their financial literacy through several programs that are supported with CDBG funds.</p>

2	Goal Name	Affordable Housing for very low, low, and moderate
	Goal Description	During FY13, the Town of Brookline completed Olmsted Hill, a 24 unit affordable development for families with a range of incomes, including 12 two- and three-bedroom units for families with incomes less than or equal to 80 percent of area median income. Six of these units were supported by HOME funds. Projected for completion in FY 2015 is the 32 unit Dummer Street project of the BHA and the 31 enhanced units to be created by Pine Street Inn at 51-53 and 55-57 Beals Street from lodging houses they managed for ten years before being able to purchase in November, 2013. While Brookline will continue to work with developers to identify opportunities to develop, or to acquire and redevelop property for affordable and mixed-income homeownership projects, it does not anticipate undertaking such a project during FY15. In addition to HOME-funded homeownership projects, the Town works with developers of market-rate condominium developments that are subject to the inclusionary zoning provisions of the Town's Zoning By-law. No such projects are envisioned for FY 2015.
3	Goal Name	BHA Capital Improvements
	Goal Description	In FY 2015, the Brookline Housing Authority plans to use CDBG funds for surveillance equipment at one family development (Egmont Street Veterans- 120 units), and one family development (Morse Apartments-100 units).
4	Goal Name	Social Service Facilities
	Goal Description	There are no social service facility improvements planned for FY 2015.
5	Goal Name	Public Services
	Goal Description	Funds are recommended for public services which will provide needed mental health to children, adolescents and their families; transportation subsidy for elders; resource and referral with counseling to young adults and adults; job training leading to employment for elders and teens; free ESOL services; and risk prevention to low/moderate income, culturally diverse families living in Brookline.
6	Goal Name	Public Facilities
	Goal Description	Within the community development goals of the Five Year plan is the need to bring public facilities and infrastructure into compliance with the American with Disabilities Act (ADA) and make such other improvements are necessary to provide access to low- and moderate- income persons. FY 2015 CDBG funding will be used for bridge demolition which will allow construction of two major corridor improvement projects on Rte. 9, referred to as Gateway East.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Narratives found under goals of 1) Create or preserve rental housing and 2) Affordable Housing for very low, low, and moderate incomes provide the actual estimates of families to be provided affordable housing as defined under 91.215(b).

AP-35 Projects – 91.220(d)

Introduction

Projects reflect a detailed account of the use of CDBG funds during the proposed fiscal year to meet housing, social services, public facilities, and program management/planning needs as they relate to the low and moderate income persons of the Town. Funds for such projects are expected to be expended during the fiscal year which starts on July 1, 2014 and ends on June 30, 2015.

Federal funds are an extremely important source of public investment for activities needed in the Town. The Town encourages recipients to seek funding partnerships to help keep services consistent for the populations they serve. Brookline is a community where all people feel safe and welcome, and the Town wants to make sure people of low and moderate income have the opportunity to have their social, housing, and other needs met.

#	Project Name
1	CD Grant Administration
2	Comprehensive Planning
3	Affordable Housing
4	Security, Efficiency, and Capital Projects
5	Housing Division
7	BCMHC Adolescent Outreach
8	Comprehensive Services for Children and Families
9	Brookline Elder Taxi System
10	Next Steps Program
11	Parent Child Home Program
12	Job Opportunities for Brookline Elders
13	Brookline Learning Project
14	Youth Employment Training Program
15	Gateway East -Pedestrian Bridge Demolition

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Five Year Consolidated Plan is a guide for the Town of Brookline which has defined needs and devised strategies of how to address priorities and underserved needs between FY 2011 to FY 2015. At the close of each fiscal year, the Town prepares its Consolidated Annual Performance and Evaluation Report (CAPER), which identifies how the Town of Brookline has carried out its latest One Year Action Plan. This allows the Town the opportunity to assess annual performance in relationship to established priorities and objectives, and is a tool for the Town to assess what actions or changes should be considered or enacted based on performance results during that reporting period. any underserved

needs would be identified, as well as obstacles to serving at that stage of reporting.

Projects

AP-38 Projects Summary

Project Summary Information

1	Project Name	CD Grant Administration
	Target Area	
	Goals Supported	Create or preserve rental housing Affordable Housing for very low, low, and moderate BHA Capital Improvements Social Service Facilities Public Services
	Needs Addressed	Community Development Need- Non-Housing
	Funding	CDBG: \$212,829
	Description	Grant oversight is required to efficaciously carry out entitlement regulations. This activity is required of entitlements to ensure the program management and the administration of the grant is in conformance with regulations promulgated for the Community Development Block Grant. Funding will be used to pay reasonable program administration costs and carrying charges related to the planning and execution of community development assisted in full or partially by funds provided by the CDBG grant given performance measures and other grant conditions are met.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	All participants of programs served under the grant that qualify as low and moderate income persons.
	Location Description	
	Planned Activities	Grant and fiscal management oversight of the entire entitlement grant.

2	Project Name	Comprehensive Planning
	Target Area	
	Goals Supported	Create or preserve rental housing Affordable Housing for very low, low, and moderate BHA Capital Improvements
	Needs Addressed	Community Development Need- Non-Housing
	Funding	CDBG: \$22,638
	Description	Staff under Comprehensive Planning assist in implementing the final year of the Town's HUD's Five Year Consolidated Plan and the Town's 10 Year Comprehensive Plan, in addition to community development projects pertaining to major planning projects.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	
3	Location Description	
	Planned Activities	Staff will work on the long term goals of the 5 Year Plan; and other transportation projects in the works.
	Project Name	Affordable Housing
	Target Area	
	Goals Supported	Create or preserve rental housing Affordable Housing for very low, low, and moderate
	Needs Addressed	Housing Needs
	Funding	CDBG: \$245,000
	Description	Funds granted to this activity will be used to create and preserve affordable housing at 51-53 and 55-57 Beals Street in the Town of Brookline, under development by the non-profit Pine Street Inn.
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	There will be 31 units of permanently affordable "enhanced SRO" housing with support services. The housing will be primarily targeted to persons with incomes under 30 and 50 percent of area median income.
	Location Description	
	Planned Activities	Pine Street Inn's(PSI) has acquired the two properties at 51-53 and 55-57 Beals Street, and funds will be used for the redevelopment of the buildings since under their management the prior owner until they acquired refused to let them do improvements over a period of ten years.
4	Project Name	Security, Efficiency, and Capital Projects
	Target Area	
	Goals Supported	Create or preserve rental housing Affordable Housing for very low, low, and moderate BHA Capital Improvements
	Needs Addressed	Housing Needs
	Funding	CDBG: \$91,817
	Description	Funds will support the upgrade of out of date surveillance systems at two family developments operated by the Brookline Housing Authority. The equipment will be installed at the Egmont Street Veterans and Morse Apartments.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	60 families of family, elderly/and or disabled at Morse Apartments 100 families at Egmont Street Veterans development
	Location Description	Egmont Street Veterans development at St Paul and Egmont Streets Morse Apartments at 90 Longwood Avenue.
	Planned Activities	Installation of security cameras at locations
5	Project Name	Housing Division
	Target Area	

	Goals Supported	Create or preserve rental housing Affordable Housing for very low, low, and moderate
	Needs Addressed	Housing Needs
	Funding	CDBG: \$259,876
	Description	The program consists of supporting the staff of the Housing Division who help to create and preserve housing in the Town.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	The immediate benefit will be staff helping the BHA with Dummer Street which will be 32 units of new rental housing in the town. Determination on family type can only occur after construction has been completed and waiting lists applied. The other major project is 51-53 and 55-57 Beals Street, which will create 31 enhanced SRO units. The Pine Street Inn units will accommodate individuals, not families like the BHA.
6	Location Description	
	Planned Activities	The Housing Division's highest priorities for FY 2015 are 1) working with the BHA to complete construction of 86 Dummer Street; and 2) work with Pine Street Inn to start and complete construction of proposed enhanced SRO units at 51-53 and 55-57 Beals Street. Other planned activities are continued counseling to prospective homebuyers and helping to acquire a home; working on updating the affirmatively furthering fair housing plan; and assisting citizens with questions or issues as they relate to housing.
	Project Name	BCMHC Adolescent Outreach
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Community Development Need- Non-Housing
	Funding	CDBG: \$35,705 Other federal; State; Local; and Private: \$246,900 Private Contributions: \$44,300
	Description	This program provides counseling, crisis-intervention, mediation, short term emergency shelter, transitional housing, case management, legal, consultation, and educational services to 385 Brookline teenagers and their families.
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	Program overall will serve 395 Brookline teens and families. Aiming to serve approximately 105 low and moderate income teens and family members.
	Location Description	
	Planned Activities	The Brookline Community Mental Health Center offers through this program a Transition To Independent Living program (TILP); the Brookline Resident Youth Team (BRYT); Therapeutic Mentoring; In-Home Therapy; A Parent Education series, along with an initiative for Black and Latino boys and girls with the Brookline METCO program.
7	Project Name	Comprehensive Services for Children and Families
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Community Development Need- Non-Housing
	Funding	CDBG: \$27,640 Other federal; State; Local; and Private: \$106,800 Private Contributions: \$154,465
	Description	This Brookline Center program services over 285 brookline children ages 3-12 with crisis intervention, counseling, case-management, services to homeless, consultation, and educational services.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	Overall program will serve 295 Brookline children ages 3-12.
	Location Description	
	Planned Activities	The counseling component serves 100 children in individual, group, and/or family therapy. CD funds will be used to support this program component by offering subsidies to children and families, who are uninsured or under insured, income-eligible, with no other means to access services.
8	Project Name	Brookline Elder Taxi System
	Target Area	

9	Goals Supported	Public Services
	Needs Addressed	Community Development Need- Non-Housing
	Funding	CDBG: \$33,923 Private Contributions: \$15,000
	Description	The Brookline Elder Taxi System program is designed to provide low and moderate income elders of the Town a 50% discount on cab fares. Estimates are that 38 new elders and a total of 550 un-duplicated low/mod elders will be served in fiscal year 2014.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Elderly low and moderate income residents of brookline with incomes from 0 to 80% of AMI benefit from the program.
	Location Description	
	Planned Activities	Each month eligible elders can purchase \$50.00 worth of taxi vouchers for \$25.00. The cab companies contribute 25% discount towards the returned tickets.
	Project Name	Next Steps Program
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Community Development Need- Non-Housing
	Funding	CDBG: \$9,960 Private Contributions: \$12,000
	Description	The Next Steps program is a resource and referral program that provides young adults and adults with counseling support and on-going assistance, resource and referrals that can be conveniently accessed in Family Learning Centers within the Brookline Housing Authority developments. Persons seeking assistance are interested in establishing and advancing their life plans to continue uninterrupted education; obtain job readiness skills; establish eligibility and enroll in job training programs; seek employment; or build towards better/new career.
	Target Date	6/30/2015

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	<p>In FY 2015, the coordinator's role was expanded to full time, 5 days per week to be available to clients by appointment or drop in at the Learning Centers, home, or other convenient locations. The program will look to connect also with youth still in high school who do not seek to go on to college, but wish to establish and/or advance their life plans. The program aims to meet the needs of low income young adults who wish to access a free or low cost diploma and GED program for completing a high school degree, entering job training programs and obtaining certificates in a variety of areas including administrative office skills, child care certificates, entry level medical office/hospital jobs, cosmetology, and computer and business skills.</p>
10	Project Name	Parent Child Home Program
	Target Area	
	Goals Supported	Social Service Facilities
	Needs Addressed	Community Development Need- Non-Housing
	Funding	CDBG: \$10,820
		Other federal; State; Local; and Private: \$51,079
	Description	<p>The Parent Child Home Program is a 2 year home visiting, risk prevention program for low/mod income, culturally diverse families with children living in Brookline. The program works with families, many headed by a single parent whose children are between the ages of 1 1/2 and 5 years, who are at risk in one or more of the following: the possibility of child abuse or neglect; unsafe or non-stimulating home environment; developmental delays in speech or language; depressionoverwhelmed and/or isolated mother; or new immigrant families trying to adjust to life in the United States.</p>
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	Anticipate that up to thirty families who will be served of which 22 will be of low and moderate income.
	Location Description	
	Planned Activities	The program proposes to serve 22 families so that early and frequent parent-child verbal interaction will help to stimulate the children's intellectual and emotional development and promote school success. The short term aim of the program is preparing young children to enter school ready to learn. The long term aim would culminate with the high school graduation of the children who participate in the program.
11	Project Name	Job Opportunities for Brookline Elders
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Community Development Need- Non-Housing
	Funding	CDBG: \$14,732 Other federal; State; Local; and Private: \$25,000
	Description	Given the current economic climate, not all staffing needs to provide unmet services essential to Brookline elders, have taken place at the Brookline Senior Center. Currently, there are elders who need additional funds to remain independent and be able to afford the high cost of housing, medication, travel, etc. Since many of the elders are considered not employable due to advanced age, chronic disabilities, and lack of relevant computer skills, this program provides them with job training leading to employment. The program anticipates employment services for 7 to 10 elders once they have completed job training.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Elderly individuals with income up to 80% of median income will have the ability to benefit from training leading to employment.
	Location Description	

	Planned Activities	Elders who receive job training leading to employment within the Center provide help with essential programs and services at the Center. This includes information and referral, meal time assistance, data entry, and translation of Russian and Chinese.
12	Project Name	Brookline Learning Project
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Community Development Need- Non-Housing
	Funding	CDBG: \$10,000 Private Contributions: \$10,000 Town: \$1,000
	Description	The purpose of the Brookline Learning Project is to provide free English language instruction and life skills support for low-income Brookline immigrants who otherwise could not afford such classes. While Brookline is home to the fourth largest percent of immigrants per size of population among Massachusetts cities and towns, these residents cannot afford the cost of existing tuition-based English classes here or in nearby communities, even when scholarship help is provided.
	Target Date	6/30/2015
	Estimate the number and type of families that will benefit from the proposed activities	Low and moderate income families, particularly those in the zero to 50% of AMI will benefit although the program is open to up to 80% of AMI.
	Location Description	
	Planned Activities	Lack of English language skills greatly limits program participants ability to find adequate employment, advance educationally, engage in their children's education, or conduct basic tasks within the community. Those students who enroll will be assessed at the beginning and end of the program. At the start it is to garner what skills they have in their native language in order to move forward because some are even illiterate in that. Classroom work is defined to meet the levels of all participants so they can ultimately achieve economic self-sufficiency, become involved in their children's education, and properly access resources the Town offers.
13	Project Name	Youth Employment Training Program

	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Community Development Need- Non-Housing
	Funding	CDBG: \$572,507
	Description	The Youth Employment Training Program is a motivational job training program that leads to the successful employment of low-income youth ages 14 to 21 years old. There are few opportunities for low-income youth to attain meaningful employment. meaningful employment can help to improve the life aspirations of young people. The program focuses on emphasizing the link between responsibility, hard work, and commitment, all of which helps to acquire skills needed to find a job and succeed in the work world.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Anticipate up to 30 low and moderate income youth will benefit from training leading to employment.
	Location Description	
	Planned Activities	The program will provide up to 30 low-income with meaningful employment through on-site training. Youth will learn to navigate the employment process, develop functional work place skills, and attain self esteem which helps to strengthen and raise their life expectations at school and in their community.
	Project Name	Gateway East -Pedestrian Bridge Demolition
14	Target Area	
	Goals Supported	Public Facilities
	Needs Addressed	
	Funding	CDBG: \$3,000,000 Other federal; State; Local; and Private: \$5,050,000

Description	Demolition of the closed bridge over Rte. 9 will allow for the construction of two major corridor improvement projects in Brookline Village. Gateway East project as it is known, will improve pedestrian and vehicular accessibility in the corridor. The project has a \$5.0 million commitment from State Transportation Improvement Program funds for FY 15. This project was moved up by the state from a later fiscal year('16).
Target Date	6/30/2015
Estimate the number and type of families that will benefit from the proposed activities	Approximately 3,000 in the service area.
Location Description	
Planned Activities	Demolition of closed bridge.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The citizen participation process advances that priority be given to activities proposed for funding and other activities identified in the One Year Action Plan which meet priority needs particularly among the populations identified as extremely low-, very low-, and low-income households.

Within the Town of Brookline, areas of racial or minority concentrations or any majority of low- and very low income persons are practically non-existent. For this reason, no funds and/or programs have been designated to such, however, the Town does use its resources from all sources to leverage benefits to residents in eligible areas where the highest concentration of low- and moderate-income households do reside. The Town, as an "exception" community, faces challenges to commit resources to areas with 34.5% low/moderate income residents or higher. It is anticipated sometime by the beginning of FY2015, that the Town of Brookline and other CDBG entitlements across the country will receive notice as to the new low/moderate income summary distribution based upon U.S. Census Data which will go down to the block group level.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

See above response.

Discussion

See above response.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Town of Brookline is continuing to identify needs and resources available to provide affordable housing for households identified as homeless, non-homeless, and special needs. As part of the Brookline-Newton-Waltham- Watertown Continuum of Care, the Town in conjunction with the communities that make up the consortium will be building on the goals established in the C of C's One Year Action Plan that housing and services reflect the current needs of the members and operate as an integrated system which is easily accessed.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	32
Rehab of Existing Units	31
Acquisition of Existing Units	0
Total	63

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The aforementioned numbers in the later table of households supported represent HOME and non-HOME units and total units anticipated to be assisted.

AP-60 Public Housing – 91.220(h)

Introduction

The Brookline Housing Authority plays a key role in providing affordable housing in the Town of Brookline. It provides the largest number of affordable apartments of any property owner in Brookline. Through its own Five-Year Plan (FY2010-2015), the Authority has identified goals and objectives to support its mission.

Mission of Brookline Housing Authority:

- To increase availability of affordable options and safe homes for eligible families, seniors, and persons with disabilities.
- To develop services for residents in need so they may maintain their apartment or rental assistance certificates.
- To promote participant self-sufficiency and program integrity.
- To advocate for sufficient resources with responsible housing and supportive service groups on local, state, and national levels.
- To achieve efficiency in property management that preserves existing public housing as a resource for decades to come.
- To improve the quality of life for low-income seniors, families, and persons with disabilities through quality, affordable housing.
- To encourage residents to participate in building and neighborhood activities, to support the development of community and neighborhoods, and to encourage residents when possible to move on to ownership.

Actions planned during the next year to address the needs to public housing

In consultation with residents of the Housing Authority and members of the broader low-income housing community, the BHA has identified actions to pursue in FY 2015 as follows:

- Commence construction of a new, 32-unit building on a site adjacent to the BHA's existing Trustman Apartments.
- Complete extensive repairs of masonry at the High Street Veterans and Egmont Street developments.
- Complete remediation of lead-based paint on back stairways at the High Street Veterans and Egmont Street developments.
- Complete various repairs at 61 Park Street including new kitchen counters, sinks and faucets, and new electric panels and thermostats.

- Continue upgrading security camera systems across the portfolio.
- Reconfigure the community space at the Col. Floyd development so that it is entirely compliant with all accessibility regulations.
- Rebuild playgrounds at several of the developments.
- Replace corroded water pipes at the High Street Veterans and Egmont Street developments.
- Continue to strengthen services offered to residents of the family developments through the Next Steps job readiness program, the Steps to Success program for the Brookline Public Schools students, the Transitional Housing programs, and other programs.
- Continue to strengthen service offered to residents of elderly developments through the BHA/Springwell aging-in-place program and other initiatives.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

- The Brookline Housing Authority Town-Wide resident Association is an elected body with representatives from each of the BHA public housing developments. It was established in the 1960's, and has been active over the years in supporting constructive change at the BHA. The Association allows the BHA to efficiently communicate with the residents with respect to important initiatives and policies and allows residents to challenge the BHA with independent ideas and concerns.
- The monthly meetings of the BHA's Board of Commissioners are publicized to all residents. many residents attend the meetings and participate.
- The BHA holds an annual meeting with its resident leaders (the Housing Advisory Board meeting) to solicit input on plans and programs.
- The BHA promotes opportunities for homeownership opportunities. The Town's Planning Department alerts the BHA about homeownership opportunities, and the BHA publicizes these opportunities to residents. Last year, three BHA households moved out of public housing into the new mixed-income Olmsted Hill development in Brookline that was funded in part by the Town of Brookline.
- The Steps to Success Programs, including the next steps program, help BHA residents strengthen their careers and increase their incomes, which can lead to homeownership.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Brookline Housing Authority is currently rated as a "high performer" by HUD. This designation has regularly been designated, and reflects the highest ranking available for a housing authority. A high performer ranking is only available to housing authorities with low vacancies, strong finances, well maintained apartments, and timely expenditures of federal funds.

Discussion

It is the mission of the public housing authority to promote the same tenets as that of the Department of Housing and Urban Development: to promote adequate and affordable housing; economic opportunity; and a suitable living environment free of discrimination. The Brookline Housing Authority(BHA) is a separate and independent entity from the Town. The BHA is owner and manager of the largest number of affordable housing units in the Town of Brookline. The Town's affordable housing policy is to rely on continued cooperation with and support the BHA to preserve, upgrade and increase the Town's supply of affordable housing units.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The Town consistently makes a conscientious efforts to advance grants to subrecipients to meet the needs of the Town's populace with the greatest needs. For three years the Town through the ARRA Homeless Prevention and Rapid Rehousing Program (HPRP) provided temporary financial assistance and housing relocation/stabilization services to individuals and families who were homeless or would have been homeless without HPRP assistance. As part of the Brookline-Newton-Waltham-Watertown Continuum of Care strategies are effectively put forward to try and reduce homelessness and eliminate chronic homelessness. The Point-In-Time Count conducted annually (January 29, 2014) of this year) helps the Continuum to identify the number of sheltered and unsheltered homeless individuals and families.

Special needs populations other than homeless are supported by the Town in ways that are most effective to help them whether through the receipt of direct financial resources or assisting in establishing and stabilizing relationships with partnering agencies who provide needed services.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Newton is the lead entity in the Brookline-Newton-Waltham-Watertown Continuum of Care (CoC) and is responsible for submitting the CoC Consolidated Application for McKinney-Vento funds for the homelessness assistance programs each year. The most recent application to HUD, which was submitted on February 1, 2014, included a request for \$1,427,670 for 15 project renewals and a Planning Application. Projects requesting renewal funds included Transitional Housing, Permanent Supportive Housing and Support Services only. Of the total amount requested, \$384,800 is for Brookline projects sponsored by Brookline Community Mental Health Center (BCMHC), Pine Street Inn(PSI), Brookline Housing Authority and Vinfen. The City of Newton intends to apply for McKinney-Vento funds on behalf of the CoC in FY2015, as well as continue its lead in managing the CoC.

The City of Newton, in collaboration with the Town of Brookline, is also responsible for the annual Housing Inventory Count(HIC) and the Point-in-Time (PIT) census of homeless individuals and families. The unsheltered count was conducted from sundown on January 29 through sunrise on January 30, 2014. Facilitating the PIT and HIC on an annual basis is the principle way in which Newton and Brookline

systematically reach out to the homeless and, once the data is tabulated, is able to assess their needs. 114 surveys were received from the communities of Newton, Brookline, and Waltham when the count was conducted. The PIT survey counts were tabulated in conjunction with the HIC, and that information submitted to HUD to complete the C of C Consolidated Application.

FY14 also marked the first time that the BNWW C of C conducted an Unaccompanied Homeless Youth Count. This effort was piloted by the Commonwealth of Massachusetts, and was the first coordinated count of this population in the country. Newton and Brookline staff worked with the BNWW C of C, emergency providers, juvenile probation officers, law enforcement, human service providers, and school administrators to identify and survey unaccompanied youth under the age of 25 that were not in the care of a parent or legal guardian and lacked a regular nighttime residence. The unaccompanied Homeless Youth Count began on the same night as the PIT and ended on February 5th, with five unaccompanied homeless youth completing this survey. The survey data will help provide a more accurate picture of this population in Massachusetts, help HUD examine potential use of this data, and will provide a foundation to support state-level policy reform and new program design and models that can help organizations better serve youth. The State has indicated that the compilation of the data statewide should be available the summer of 2014.

In FY14, the BNWW C of C finalized its 10-Year Plan to End Homelessness. The focus of the plan is to effectively end homelessness within ten years via strategies that focus on prevention, permanent housing alternatives, and supportive services as well as the engagement of key stakeholders, public education, and awareness.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Town of Brookline does not receive any funds for emergency shelter. However, the City of Newton is currently providing \$88,280 in Emergency Solutions Grant (ESG) funds for emergency shelter to the Second Step, located in Newton and Reach Beyond Domestic Violence, Middlesex Human Service Agency, and the Waltham Community Day Center, all of which are in the City of Waltham. In addition, Brookline Community Mental Health Center is administering \$126,259 in ESG funds which are available

for homelessness prevention and rapid re-housing in the Continuum of Care communities.

The Second Step, which provides transitional housing and direct assistance to homeless women and their families who are survivors of domestic violence, also receives McKinney-Vento funds through the Continuum of Care competitive application.

The City of Newton intends to continue to target some percentage of its ESG funds to emergency shelter and will continue to apply for project renewal funds for the Second Step's transitional housing programs in the C of C Consolidated Application as well those renewal applications for programs in the Town of Brookline and the cities of Waltham and Watertown.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Continuum of Care's strategy after analysis of gaps in the system is to utilize the network of housing and services, local support, and all efforts to actively end and eliminate homelessness, and show what need exists. With coordinated planning, the Continuum has improved the coordination of information on vacancies in permanent housing, facilitated better linkage between homeless service providers and owners of mainstream permanent housing to improve access for the homeless.

Although the Town of Brookline does not receive ESG funds, the City of Newton provides ESG funds for homelessness prevention and rapid rehousing, which are targeted to families and individuals that are at risk of homelessness. The Brookline Community Mental Health Center (BCMHC), a member of the BNWW C of C, has been administering \$126,259 in ESG funds in FY13 and into FY 14. Providing ESG funds for rapid rehousing is a priority action within the C of C 10 Year Plan to End Homelessness, which will be assessed annually as to availability and meeting current needs.

In addition to services provided through ESG funding, the BCMHC, provides a transitional housing program known as Transition to Independent Living for four males in a five bedroom unit provided by the Brookline Housing Authority. These males typically ages 16-22, may have aged out of foster care, become homeless, suffered abuse, or have issues which through case management of the two year program helps them with life skills, education, financial management, etc.

The Office of Veterans Service, in the town, is a one stop resource to assist Brookline veterans of all wars involving the U.S. Armed Forces to obtain their Federal and State Veterans benefits. With abundant energy the veterans agent manages a case load of 50 veterans per month and helps provide financial support to 15 to 20 veterans monthly. The Veterans Office collaborates with numerous

agencies in the community and beyond to make sure that veterans separated from active duty can obtain all their benefits and better adjust back to civilian life. Advocacy to all veterans needs is synonymous with the Veterans Agent and how needed services are achieved for Brookline veterans in need.

Lastly, the City of Newton, in conjunction with input from the C of C, will identify priorities for the FY14 Emergency Solutions Grant allocation. With BCMHC providing ESG funded services to all communities within the consortium reflects capacity of C of C to embrace coordinated efforts.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The Town of Brookline and other members of the Continuum of Care, with Newton as the lead entity, follow the discharge planning policies developed by the MA Interagency Council on Housing and Homelessness (MA ICHH) and the other state agencies that have discharge planning responsibilities including the State Departments of Mental Health, Corrections, Public Health, Children and Families and Veterans' Services.

Discussion

The discharge planning policies followed are:

Foster Care: The overall C of C follows the MA Department of Children and Families (DCF), who oversee the Foster Care Program, and who are responsible for ensuring that its policy that youth not be routinely discharged into homelessness is met. DCF uses the "Preparing Adolescents for Young Adulthood Life Skills curriculum" to prepare youth for self-sufficiency, provides written *Notice of Intent to Discharge* to each foster care youth age 18 and older, and establishes a Transition Plan with each youth. This plan identifies available resources, steps to meet targeted goals, the individual(s) responsible to assist the youth, and the appropriate discharge housing arrangement. DCF works with the other state agencies and the MA ICHH in coordinating these efforts. Within the BNWW Continuum of Care, the BCMHC develops a service plan for their Transition to Independent Living Program participants (young men ages 16-22) identifying the skills they need to maintain permanent housing upon program exit. Six months prior to program exit, a transition plan is developed by the youth and their program manager regarding a housing discharge plan.

Health Care: The MA Executive Office for Administration and Finance's Operational Services Division oversee all state procurements and contracts and provides standard contracting language for state

agencies which states that the Commonwealth of Massachusetts has determined discharging consumers from shelters to places not meant for human habitation is not acceptable, and that through the implementation of aggressive and comprehensive discharge planning, the number of consumers who become homeless will be reduced.

The MA Department of Public Health's Bureau of Substance Abuse Services (BSAS) funds substance abuse treatment and residential recovery programs. Services are also coordinated with the Department of Mental Health through co-funding state services for dually diagnosed individuals and families, youth outreach workers, Veteran services and other organizations so services reach a broader range of homeless people.

Mental Health: MA Department of Mental Health (DMH) regulations and procedures will be followed in monitoring all discharges from state facilities and services, and closely monitors and tracks discharges. DMH homeless policy addresses the agency's responsibilities toward their homeless clients. The policy states that no person shall be discharged from an inpatient facility with directions to seek emergency shelter and that every effort must be made- through careful discharge planning- to work with the client and area resources, to seek adequate, permanent housing. All discharges from DMH facilities are documented in a comprehensive database to monitor activity and ensure compliance with current law and regulations.

The MA Department of Corrections (DoC) is responsible for ensuring that people leaving correctional institutions are not discharged into homelessness. DoC coordinates with the Executive Director of the Interagency Council on Housing and Homelessness (ICHH) and the Veterans' Services staff and Military Records in developing protocol for data matching upon release in an effort to reduce homelessness among veterans, to increase their access to benefits and reduce the risk of becoming homeless. DoC also partners with MassHealth so that people discharged from corrections have medical coverage upon release. Coverage allows for medical and mental health appointments to be made prior to release.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Currently the Town's reinforces the concentration of multi-family, and thus of affordable housing, to one-fourth of the Town's residentially zoned land. However, the Town has made strides to adopt new policies that favor affordable housing in all parts of Town, including the Olmsted Hill Condominium project, which was completed in FY2013 on a Zoning Overlay District in a single family neighborhood.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Town will continue to use Zoning Bylaw provisions to work with developers proposing new projects to maximize affordable housing outcomes. The parking provisions in the Zoning Bylaw allow for reduced parking requirements for affordable units. The Public Benefits Incentives within the Bylaw allows a limited density bonus for developers who are providing affordable units in excess of what is required.

The impact of high taxes on the cost of owning property in Brookline will continue to be partially mitigated, for owner occupants, by a residential exemption which in FY2014 equals \$175,127.00 and provides an annual tax savings of \$1,994.70. Furthermore, where affordable housing is deed restricted, the property will be assessed at the permitted resale price, further reducing taxes. The Town will continue to work with affordable condominium buyers to take advantage of these tax advantages when seeking financing. In addition, the Town will continue to subscribe to several State-authorized measures to provide tax relief for homeowners who are low-income, seniors, surviving spouses and children, veterans, and/or blind.

While the Town cannot control the sales price of housing or the speed at which property transfers, it will continue to use its own Housing Trust as a way to help nonprofits to respond nimbly to market opportunities, and its HOME, CDBG and its Housing Trust to help write-down its cost. This effort includes reinvesting proceeds from the sale of units originally assisted by the HOME-CDBG funded homebuyer assistance program which are not subject to resale restrictions. The Town will allocate its limited resources to developers in ways that have the greatest likelihood of leveraging private and State funding and at achieving affordability for the longest term appropriate through deed restrictions.

Discussion

Staff of Brookline's Housing Division will continue to provide significant outreach to connect owners of appropriate properties with potential nonprofit operators/developers, and to familiarize lenders with Brookline programs, all in an effort to bypass the highly competitive marketplace and achieve a transition of property that will benefit affordable housing.

AP-85 Other Actions – 91.220(k)

Introduction

Given the highly competitive market place that exists within the Town, and the need to engage in partnerships to advance housing opportunities, the Town seeks to provide a housing environment which is affordable to all levels of households, particularly those under 80% of Area Median Income (AMI).

Actions planned to address obstacles to meeting underserved needs

The following obstacles were identified by Brookline in the FY11-FY15 Strategic Plan:

- Subsidizing rental units to make them affordable to low-income and very-low income single-person households and family households is dependent on variable market conditions, such as availability of existing buildings for redevelopment, as well as the availability of sufficient funding at the state level.
- Subsidizing owner units to make them affordable to moderate-income small and large families is dependent on availability of sufficient project funding which is limited.

Zoning By-Law provisions will still be used by the Town with developers proposing new projects to maximize affordable housing outcomes. When applicable, the Public Benefits Incentive within the By-Law will be utilized to allow limited density bonus for developers who are providing affordable units in excess of what is required.

Members of the Brookline community and subrecipients have been apprised of rulings on sexual orientation or gender identity. The HUD ruling "Equal Access To Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity", guarantees and are enforceable by HUD and the communities that receive formula grants, that all programs are open to all eligible individuals.

While the Town cannot control the sales price of housing or the speed at which property transfers, it will continue to its own Housing Trust as a way to help non-profits to respond nimbly to market opportunities, and its HOME, CDBG and the Town Housing Trust to help write-down its cost. This includes reinvesting proceeds from the sale of units originally assisted by the HOME-CDBG funded homebuyer assistance program which are not subject to resale restrictions. The Town will allocate its limited resources to developers in ways that have the greatest likelihood of leveraging private and State funding and at achieving affordability for the longest term appropriate through deed restrictions.

Staff will continue to tap into the market by providing outreach to connect owners of appropriate properties with potential nonprofit operators/developers, and to familiarize and update lenders with Brookline programs offered, all in an effort to eliminate interaction in the highly competitive marketplace and achieve a transition of property that will benefit the creation or preservation of

affordable housing.

For example, in FY2014, the Town used its Housing Trust to fund predevelopment costs, allowing the Brookline Housing Authority to advance to a FY14 construction closing at 86 Dummer Street and thereby expand affordable rental opportunities. At the same time, the Town also worked with Pine Street Inn to purchase two adjacent lodging houses from a private owner. The Town had facilitated the transition of management to Pine Street Inn several years ago with the goal of improving and preserving 31 units of single room occupancy housing.

Actions planned to foster and maintain affordable housing

Currently the Town is working with a non-profit, Pine Street Inn to obtain the balance of financing to rehabilitate the two lodging houses acquired. This will help to create 31 enhanced units and preserve affordable housing in the Town.

Brookline will continue to use its Zoning Bylaw proactively to encourage affordable housing as part of market-rate projects through the inclusionary zoning provision. These projects require an affordable housing benefit from all developments of six or more units. While 15 percent of developments of 16 or more units must be affordable, developers of six to 15 units may choose to make a contribution to the Housing Trust in lieu of such units. During FY14, two projects completed construction and/or occupancy, resulting in seven additional affordable units added to the Town.

The Brookline Housing Authority is the owner and manager of the largest affordable and assisted housing units in the Town. The Town's long term affordable policy is to rely on the continued cooperation with and support the BHA to preserve, upgrade, and increase the Town's supply of affordable housing units.

Actions planned to reduce lead-based paint hazards

The Town will continue to work to reduce the risks of lead-based paint poisoning. As required by Massachusetts State law, whenever a tenant files a complaint or if any inspection is required by the State Sanitary Code and the unit is occupied by children under the age of six years, Brookline's health inspector performs a lead determination. A total of 1,260 housing inspections during the past two years were performed, and 16 of these resulted in orders for lead abatement. The Town also received 20 notices of lead paint removal during this two-year period, reflecting the number of units in which the property owner sought a compliance letter for the removal/abatement of lead. The Health Department has also been quite active in responding to reported violations of the new EPA Renovation, Repair and Painting Rule (RRP Rule), which requires contractors to follow safe work practices when working in

residential properties built before 1978. Furthermore, the Town will continue to require lead paint abatement as part of renovation programs for family housing undertaken by private developers using public funds when such housing is to serve families with children.

In FY 2015, the Brookline Housing Authority plans to undertake lead paint abatement at two (High Street Veterans and Egmont Street Veterans) of its family housing developments containing a total of 291 units. Funds for this abatement project will be coming from the Compliance Reserve Fund of the Massachusetts Department of Housing and Community Development.

The Housing Division of the Department of Planning and Community Development will continue to act as the authorized processing agency for the MassHousing "Get the Lead Out," a low-cost loan program for lead removal. The program provides zero to two percent financing to owners of buildings with one to four units. This includes owner occupants whose incomes fall under certain low and upper moderate income limits and investor/nonprofit owners who serve income-eligible tenants. The Town does an initial eligibility determination, assists the borrower in completing the loan package, and then assists the borrower in the lead abatement process required under Massachusetts State law. However, while the Housing Division receives inquiries, the usefulness of this program in Brookline is often limited because a high proportion of condominium and rental units are in relatively large buildings where access to common area testing and abatement may be more complicated.

Actions planned to reduce the number of poverty-level families

Brookline's goal is to help individuals and families increase and/or maintain self-sufficiency through acquiring and maintaining the services of permanent affordable housing, health care, child care, food assistance, or mainstream resources; any combination of these which offers the most meaningful way to achieve a reduction in the number at or below poverty level.

The Town recognizes that those families in poverty or on the fringe includes work to reduce homelessness through supportive services which are funded through CDBG and funding to the Continuum of Care. Creating and protecting jobs, as well as providing job skill services are sustainable ways to keep people from the brink of poverty or out of poverty. Through the CDBG program, the Town works with the Next Steps Program which provides resource and referral services to those looking to increase their job readiness skills and opportunities. Another program, the JOBS program through the Council on Aging gives training and subsequent employment opportunities to elders to help them to be more self-sufficient and self-reliant. The Youth Employment Training Program which works in providing training on developing and becoming skill ready so that youth ages 14 to 21 years may be placed in job opportunities as they are available in various Town departments and/or outside agencies. Through a network of programs such as the Next Steps Program, Brookline Adult and Community Education Program, and the Family Learning Centers, the Town offers a cross-referral mechanism to educational strengthening opportunities, job training/resources, and referrals. These programs and others aid the community in getting the proper education needed to attain jobs, create resumes, literacy and ESL

support, positive parenting programs, and after school enrichment programs for students. The affect of these programs directly influence "the community of Brookline" in strengthening job enrichment, development, and placement through economic development.

Other public services supported by CDBG address needs that respond to counseling, education, and child care. The Town of Brookline partners with non-profits to provide social service programs to a diverse, changing, and growing population. BCMHC works with adults, children, adolescents, and families, in dealing with crisis, how to integrate children into school, and other mental health needs. The Parent Children Home Program also helps low-income families with young children at risk of delayed emotional or intellectual development. The program gives children a more comprehensive early education, books, and parenting advice, along with skills at integration into the community.

The Town strives to expand other programs offered through municipal agencies that help families improve their housing standard of living. The Affordable Housing Program through the Housing Division helps to provide low and moderate income residents of Brookline with opportunities of affordable rental housing and home ownership. Funding from the block grant has allowed the Brookline Housing Authority's (BHA) family and elderly developments to be upgraded with CDBG funds, to keep the living space safe and sustainable for those low-income households occupying that housing.

It is the Town's intent that the support of low-income rental projects will provide poverty level families with stable homes at affordable prices.

Actions planned to develop institutional structure

At the present, there is an institutional structure in place. The Community Development Division is responsible for overseeing the development of the FY 2011-2015 Consolidated Plan and FY2014 One Year Action Plan for the Town of Brookline. The town is part of the West Metro HOME Consortium with the City of Newton as the lead agency. The Home Consortium consists of twelve adjacent/contiguous communities. Further the Town is also part of the Brookline-Newton-Waltham-Watertown Homelessness Consortium, which the City of newton is also the lead. the nature of these consortium is such that the town must collaborate with Newton and the other cities and agencies whose funding is supported by these grant funds. This also necessitates that Brookline is proactive to meet grant requirements, identify needs of poulations seeking service or need assistance, and reach out to agencies that will add to forming new collaborations that address gaps and weakness. Goals and objectives for formula grant funds are set yearly, but assesses throughout the year through meetings which help to facilitate better linkages for all agencies, groups, organizations who participate and may be integral to the institutional structure.

Actions planned to enhance coordination between public and private housing and social

service agencies

CDBG Advisory Committee - Other: Advisory group to Board of Selectmen - Funding strategy for overall CD Grant - Group charged with making recommendations on grant to Town - Citizen participation focused on development of grant

B-N-W-W Continuum of Care - Other: Funding Source Vehicle - Homeless: chronic; veterans; needs; strategies - Group meets monthly to discuss how C of C will run; how to meet needs of homeless populations; strategies for future funding - The members of C of C more effectively meet needs of homeless and chronically homeless with housing and other services

Brookline Veterans Agent - Other government – local - Homeless Veterans and Veterans - Discussed role relative to impact on grants Town receives - Improved relationship and better communication to assist in multiple grant processes

Newton Planning and Development - Local Town government - Homeless and HOME funding - Cooperative relations to develop PIT and HIC; lead for both HOME and Homeless Consortiums - More effective collaboration and use of funding streams for affected groups

Council on Aging - Other government – local and services – Elderly - Funding strategy for current and potential other projects - Discussed expected projects, funding, and effects on income - Solid communication with agency. Work with Brookline Aging Network as they explore housing models for meeting the needs of Brookline's aging population.

Brookline Housing Authority – PHA - Public Housing needs - Addressing needs PHA residents and involvement in management and other housing opportunities - Required as part of Town 5 year and PHA Comprehensive Plan. help to assure the preservation of critical resource. Collaborate on proposed 32 Dummer Street project as they prepare to start construction in May 2014.

Brookline Community Mental Health Center - Services – Health - Homelessness needs; funding strategy for current and potential project - Use of ESG and McKinney Vento homelessness funds – services provided - Help to engage other agencies to participate in C of C and show improved opportunities for mental health services

Steps to Success - Services – Employment - Homelessness strategy; funding strategy - Discussed programs oversee how services best be utilized for funding sources town receives or accesses - Better use of source funding and more interaction with other agencies

Brookline Health Department - Services – Health; other government – local - Lead-based Paint strategy - Discussed health and safety codes related to Town housing stock - Enforcement of lead paint abatement. Collaborate on both policy and project level.

Brookline Human Relations/Youth Resources Commission - Other government – local and service – Fair Housing - Housing need assessment - Discussed Fair Housing compliance - Helping to better recognize and address impediments to fair housing - Helping to better recognize and address impediments to fair housing, and fair housing choice. Educate parties about fair housing rights and responsibilities.

Housing Advisory Board – Housing - Funding strategy - Discussed likely HOME allocation in relation to other available funding and current and expected projects - HOME funds will better leverage other sources to maximize affordable housing outcomes

Discussion

Brookline is a high cost community, requiring a high level of subsidy per affordable housing unit created. Market values have increased dramatically in recent decades; even when the overall real estate market has been in decline, Brookline's market prices have tended to hold steady. The cost of most projects in Brookline far exceed the amount the Town receives annually from both CDBG and HOME funds. Depending upon the project, the Town may allocate entitlement CDBG and/or Housing Trust funds. Projects typically require State controlled resources from various Department of Housing and Community Development and MassHousing funds. For rent projects, investment income from low income tax credits, and allocations of grant of interest write-downs from the Federal home Loan Bank Affordable Housing program are also often required. For homeownership projects, buyer financing through the Massachusetts SoftSecond program and MassHousing further closes the affordability gap.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

All of the activities proposed for funding in fiscal year 2015 (July 1, 2014 to June 30, 2015) are targeted to be completed during this funding cycle. The Town will adhere to all statutes, regulations, and requirements set forth for the Community Development Block Grant (CDBG)

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	1,655
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	1,655

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

It is anticipated that one hundred percent(100%) of the activities proposed for the FY2015 Action Plan Year will benefit low-and moderate-income persons through the development of program management/planning; housing; public facilities; and public services. Activities for management/planning of the block grant are considered to priimarily benefit persons of low- and moderate- income.